

**STATE OF NORTH DAKOTA
DEPARTMENT OF HUMAN SERVICES
AGING SERVICES DIVISION
600 EAST BOULEVARD AVENUE
BISMARCK ND 58505-0250**

SOLICITATION AMENDMENT

DATE: September 20, 2006

SOLICITATION NUMBER: 325-06-19-018

SOLICITATION TITLE: Guardianship Services for Vulnerable Adults

AMENDMENT NUMBER: 1

Section 1.07 of the solicitation established a deadline for receipt of questions. The responses to these questions are provided as addenda to the solicitation.

Question:

Do the appointed guardians need to be social workers?

Response:

The RFP states that Aging Services Division intends to contract with a vendor for the establishment of guardianships and for the provision of guardianship duties for the individuals for whom the court has appointed the vendor as guardian. The vendor is appointed as guardian with the guardianship duties being performed by a social worker(s).

Reference:

Section 2.01 Background Information - No amendment necessary.

Question:

Since the vendor must develop a written plan for developing and maintaining a system of volunteer guardians to serve the state, do these volunteer guardians need to be social workers?

Response:

The RFP states that the vendor must develop a written plan for developing and maintaining a system of volunteer guardians to serve the state. This RFP is requiring that the vendor develop the written plan and therefore content of the plan is not provided as a part of the RFP.

Reference:

Section 3.01 Scope of Work – Description of Specific, Results-Oriented Tasks – No amendment necessary.

Question:

Would it be acceptable for a paralegal to perform the guardianship duties?

Response:

The RFP states that the vendor must assure that the guardianship duties are performed by a social worker that is licensed in the State of North Dakota. Therefore, unless the paralegal also is a social worker licensed in the State of North Dakota, then the paralegal cannot perform the guardianship duties as required in the RFP.

Reference:

Section 3.01 Scope of Work – Social Worker Requirement – No amendment necessary.

Question:

Will a vendor's proposal be considered if the social worker requirement is not met?

Response:

The RFP states that the vendor must assure that the guardianship duties are performed by a social worker that is licensed in the State of North Dakota, therefore, if the social worker requirement is not met, the proposal would be considered as non-responsive to the requirements of the RFP.

Reference:

Section 3.01 Scope of Work – Social Worker Requirement – No amendment necessary.

Question:

If a vendor does not employ a social worker, can the vendor subcontract with a social worker to perform the guardianship duties?

Response:

The RFP states that subcontractors may be used to perform work under this contract.

Reference:

Section 6.08 Subcontractors – No amendment necessary.

Question:

Are joint ventures allowable?

Response:

The RFP states that joint ventures will not be allowed.

Reference:

Section 6.09 Joint Ventures – No amendment necessary.

Any questions regarding this amendment must be submitted in writing to the undersigned Procurement Officer.

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